

MINUTES OF REGULAR MEETING

November 19, 2019

AT 7:00 P.M. AT THE HAMBURG ELEMENTARY SCHOOL

PRESENT: Charlotte Ambrose, Mathew Christy, Jennifer Davis, Timothy Gillen, Brian Tobachnick, Sheila Frayko, Vice President, Robert Jones, President

ABSENT: 2 Vacant Seats

4 Members of the Public

The Board President opened the meeting at 7:00 P.M., with the Flag Salute and Pledge of Allegiance, which was followed by the following statement:

"This meeting is being conducted in compliance with the "Open Public Meeting Act-Chapter 231-Public Laws of 1975". Advance written notice of at least 48 hours was given specifying the time, date, and to the extent known, the agenda and stating whether formal action may or may not be taken and has been properly posted at the school, mailed to the Clerk/Administrator, mailed to the New Jersey Herald and the Sunday Herald and the Star Ledger."

The Board Secretary reported that Mr. David Dreifus would not be sworn in because the necessary background documents were not received from the NJ Department of Education.

PRESENTATION TO THE BOARD

Mr. Jones, Board President, shared with the Board that at the performance of the Junior Honors Band and Chorus concert and there were ten (10) Hamburg students who performed and Mr. Jones acknowledged all of Mrs. Tarantino's efforts with all of our music students.

APPROVAL OF THE MINUTES

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried by the following voice vote, approved the minutes of the 29 October 2019 Regular Board meeting minutes:

Yes	-	7
No	-	0
Abstain	-	0

MINUTES OF REGULAR MEETING

November 19, 2019

CORRESPONDENCE

The Board Secretary reviewed the email string between the Board Secretary and Dr. Rosalie Lamonte, Interim Executive County Superintendent, regarding the vacancy on the Hamburg Borough Board of Education and the guidance advice, should the Board decide to go forward with a public question to reduce its membership (attached to the minutes).

OPEN TO THE PUBLIC

At this time, members of the public are invited to address the Board. Please note that public comments on the agenda items will be made in accordance with Policy 0167 – Public Presentation at Board Meetings. Each statement made by all participants may be limited to three minutes in duration. If you would like to address the Board, please raise your hand to be called upon. Once called, please stand and state your name and address before making your statement to the Board.

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, **opened the meeting to the public for comment at 7:04 P.M.**

No one addressed the Board.

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, **closed the meeting to the public for comment at 7:04 P.M.**

COMMITTEE REPORTS

State & County School Boards – Mr. Tobachnick reported that he and Mr. Jones will be attending the next Sussex County School Boards meeting.

Sussex County Educational Services Commission – Mrs. Ambrose reported on the various training sessions that are being sponsored by the Sussex County Educational Services Commission.

Liaison with the Hamburg Borough Council – Mrs. Frayko reported on the recent Hamburg Mayor and Council meeting where it was noted that Linwood Avenue is the oldest road in Hamburg.

Building & Grounds – Mr. Gillen and the Board Secretary updated the Board on the meeting held on Monday 18 November 2019 with Mr. Josh Thompson, Parette Somjen Architects, regarding the Sidewalk Replacement Project that was bid in the spring of 2019 and the bids

MINUTES OF REGULAR MEETING

November 19, 2019

received were rejected by the Board in May 2019 and other projects as depicted on DOCUMENT A-1. Some discussion ensued.

Education & Policy – No report.

Negotiations & Personnel – No report.

Finance Committee –

On motion by Mr. Tobachnick, seconded by Mrs. Frayko, and carried unanimously by roll call vote, after some discussion approved, accepted, announced and/or certified items 1 through 6 by the following roll call vote:

1. Approved the October 2019 bills in the amount of \$544,856.36 and the bills from November 1 to November 19, 2019 in the amount of \$349,736.89.
2. Approved the bills for the Cafeteria Account in the amount of \$10,843.34.
3. Accepted the Board Secretary's and Treasurer's Reports for 31 October 2019.
4. Approved the Transfers made by the Superintendent after the 29 October 2019 Board Meeting, with fund 10 debits totaling \$42,400 as depicted on [DOCUMENT A] and the Board acknowledges that these transfers may increase/decrease the maximum dollar limit established as part of the 2019-20 budget process for various professional services.
5. Pursuant to N.J.A.C. 6A:23A-16.10, the Board Administrator/Board Secretary certifies that as of 31 October 2019, no budgetary line item account has been over-expended violating N.J.A.C. 6A:23-2.12(a).
6. Pursuant to N.J.A.C. 6A:23A-16.10, the Board of Education certifies that no major account has been over-expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.



Business Administrator/Board Secretary

31 October 2019
DATE

Yes	-	7
No	-	0
Abstain	-	0

MINUTES OF REGULAR MEETING

November 19, 2019

OLD BUSINESS

The Board Secretary reviewed the FY 2018-19 Comprehensive Annual Financial Report [CAFR] and the Auditor's Management Report as presented. No Recommendations were cited. There were no comments from the Board.

NEW BUSINESS

The Board Secretary reported that at the direction of Dr. Rosalie Lamonte, Interim Executive County Superintendent, a legal notice for a vacancy on the Hamburg Borough Board of Education was placed in the Friday 8 November 2019 edition of the New Jersey Herald and the 10 November 2019 edition of the Sunday Herald (and sent to the Star Ledger), with a due date of Monday 9 December 2019 for letters of interest to be received. This is the result of two (2) Board vacancies that occurred in September 2019 and only one person (Mr. Dreifus) submitted a letter of interest to the Board.

BOARD SECRETARY'S REPORT

The Board Secretary reviewed the Statement of Determination for the 5 November 2019 Annual School Election [DOCUMENT B]. It was noted that all of the write in votes were singular votes, with no majority.

The Board scheduled the Annual Reorganizational Meeting to be held on Tuesday 7 January 2020 and advertise with a 9 January 2020 as a snow date.

The Board Secretary discussed the proposed 2020 Board meeting calendar and it was the consensus of the Board in keeping the same format that has been in place for the last several years.

On motion by Mrs. Frayko, seconded by Mrs. Ambrose, and carried unanimously by roll call vote, **accepted the FY 2018-19 Comprehensive Annual Financial Report [CAFR] and the Auditor's Management Report as presented. No recommendations were cited.**

On motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, **approved the submission of the FY 2019-20 ESEA Title 4 Carryover Grant Application as depicted on [DOCUMENT C].**

MINUTES OF REGULAR MEETING

November 19, 2019

SUPERINTENDENT'S REPORT

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by roll call vote, as per the Superintendent's recommendation, after some discussion, approved/accepted/appointed the following items a, c & d:

- a. Approved combined Professional Development/Field Trip/Facility Use/Substitute approval requests as depicted on [DOCUMENT D].
- c. Approved the use of sick leave for Robert Zierden beginning 13 November 2019 and returning 17 February 2020.
- d. Approved the 2019-2020 District Nursing Services Plan as depicted on [DOCUMENT E].

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried by the following roll call vote, as per the Superintendent's recommendation, after some discussion, approved/accepted/appointed the following item b:

- b. Approved the New Jersey School Boards Association's Chief School Administrator's Evaluation tool for the 2019-2020 School Year

Yes	-	6
No	-	0
Abstain	-	Mr. Tobachnick

Mrs. Kimberly Sigman reported:

Fire Evacuation Drill – 10/29/19 – 2 min 30 sec
Fire/Evacuation Drill – 11/15/19

On motion by Mrs. Frayko, seconded by Mrs. Ambrose, and carried unanimously by roll call vote, as per the Superintendent's recommendation, approved/accepted/changed/reported items a - b:

- a. Accepted the Superintendent's report of one (1) substantiated instance of HIB as presented to the Board on 29 October 2019. [HIB001]
- b. Reported two [2] reported instances of Harassment, Intimidation or Bullying between 25 October 2019 and 11 November 2019. [HIB002 & HIB003]

MINUTES OF REGULAR MEETING

November 19, 2019

Mrs. Kimberly Sigman discussed and reported on the District Goals:

- Shared Goal #1 [DOCUMENT F]
- Technology Plan [DOCUMENT G]
- Security Plan [meeting scheduled for November 20th]

OPEN TO THE PUBLIC

At this time, members of the public are invited to address the Board. Please note that public comments on the agenda items will be made in accordance with Policy 0167 – Public Presentation at Board Meetings. Each statement made by all participants may be limited to three minutes in duration. If you would like to address the Board, please raise your hand to be called upon. Once called, please stand and state your name and address before making your statement to the Board.

On motion by Mrs. Frayko, seconded by Mrs. Ambrose, and carried unanimously by voice vote, **opened the meeting to the public for comment at 7:31 P.M.**

No one addressed the Board.

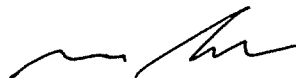
On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, **closed the meeting to the public for comment at 7:31 P.M.**

EXECUTIVE SESSION

No Executive Session.

On motion by Mrs. Davis, seconded by Mrs. Frayko, and carried unanimously by voice vote, **that the Board adjourned the meeting at 7:31 P.M.**

Respectfully submitted,



William Sabo
Interim Business Administrator/
Board Secretary